

Advisory Group Meeting
30 April 2024 at 11am
Online: MS Teams

In attendance

Advisory Group members: Michael Rhodes-Peel (MRP), Clair Thorstensen-Woll (CTW), Sara Allison (SA), Clare Walsha (CW)

Healthwatch staff: Alice Kunjappy-Clifton (AKC), Jamie Evans (JE), Simon Shaw (SS), Natasha Khan (NK), Shamin Zafar (SZ)

Apologies: Graham Baker (GB), Gráinne Colgan (GC), Tariq Gomma (TG), Zainab Koroma (ZK)

Welcome, apologies and introductions

Apologies as above.

AKC requested that due to team capacity, going forward can someone from the Advisory Group take minutes. SA agreed that between themselves, the group can do this.

Review of previous minutes and actions

AKC shared update and challenges of the GP access project.

ICB Primary Care Strategy – public engagement is underway after publication of the draft report. This needs to be addressed further.

Remaining actions were addressed in AKC's presentation.

Minutes agreed – previous actions being addressed by AKC as part of latest update at this meeting.

Review of current work

Update	Action
Reports: Learning disability and dentistry report: Ready to be published. Feedback on report was requested by board and provided.	AKC to publish. AKC will also present the report to CLASP.

<p>GP Access: Report still being written up. Issues with report writer being sick which has caused a month's delay. Report writer works on this one day a week which has caused significant delay.</p>	<p>Deadline to publish report by next month (May).</p>
<p>JE and AKC highlighted the need to reevaluate how reports are handled.</p> <p>CW questioned how reporting can be improved in future, and how the Advisory Group members can support this.</p>	<p>AKC to look into ways to bring reporting inhouse.</p> <p>AKC requested that the Advisory Group (capacity dependent) be accessible and involved at the early stage for feedback and sign off.</p> <p>AKC to share workplans in advance and provide deadlines for feedback when needed.</p>

<p>Recruitment:</p> <p>Engagement officer is being recruited to replace Imogen. Internal recruitment preferred before going external if needed.</p> <p>New recruit Ian Mundywere has joined the team and will be the central person for email and phone enquiries to help with continuity in data collection.</p>	<p>Interviews starting next week. Timeline is to have someone in post as soon as possible - AKC to action</p>
<p>Office capacity:</p> <p>Internet issues, fluctuating bandwidth effecting connectivity on Teams when team are in the office. Have addressed with TechBox team but yet to be resolved.</p>	<p>Reach out to Wokingham Council to determine whether increased bandwidth can be requested for the Hub - MRP to action</p>
<p>Workplan:</p> <p>Based on the survey sent out to public in February, three key priorities were highlighted which will shape the workplan:</p> <p>1) Social Care at home (Unpaid Carers)</p>	<p>Action</p> <p>Due to capacity, when new team member comes on board, they may lead on the unpaid carers project.</p>

<p>2) Health Inequalities (Women's Health, accessibility within South Asian groups)</p>	<p>Identified ethnically diverse communities as we do not hear from them enough and Wokingham Council is also pushing women's health. Engaging with the community to understand more about where they are getting their healthcare information from and barrier's they face in accessing services. Mix of surveys and focus groups planned.</p> <p>NK project lead</p>
<p>3) Youth Health</p>	<p>Looking at sexual health in young women between ages of 16-25. Looking to work with Wokingham Borough Council to disseminate key educational information via schools. Survey created by Youth volunteers.</p> <p>SZ project lead</p>
<p>4) Maternal Health</p>	<p>Experience of new mothers at 6/52 week post natal check.</p> <p>Last year we put out the maternal mental health report, so we want to look at whether the recommendations have been put in place in order to assess the impact we have made.</p> <p>Project lead TBC</p>
<p>5) Pharmacy First</p>	<p>Understand what the public knows about Pharmacy First. This project will be initiated six months after April as this is the point at which Thames Valley Pharmacy will have completed training for all stakeholders.</p> <p>Project lead TBC</p>

<p>Annual Report:</p> <p>The theme of this year's annual report is the value of listening. Request for the Advisory Group to include a write up/introduction.</p> <p>AOB & date of next meetings:</p> <p>CW raised the point and requested that documents and plans are shared in advance of meetings to enable more input from the advisory group.</p> <p>MRP's last group meeting as he is stepping down from the Advisory Group.</p> <p>Date of next meeting 18/6/24.</p> <p>No other business.</p> <p>Meeting closed.</p>	<p>MRP to action and provide copy</p> <p>AKC to share workplan document after discussion at this meeting.</p>
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Glossary

BOB	Buckinghamshire, Oxfordshire and Berkshire West
H&WB	Health and Wellbeing Board
HOSC	Health Oversight and Scrutiny Committee
HWE	Healthwatch England
HWWokB	Healthwatch Wokingham Borough
ICB	Integrated Care Board
ICP	Integrated Care Partnership
ICS	Integrated Care System
NHSE	NHS England
WBC	Wokingham Borough Council
WBSAB	West of Berkshire Safeguarding Adults Board
WWB	Wokingham Wellbeing Board
VSAG	Voluntary Sector Action Group